



# Application Instructions

## Back-Up Medical Provider (2 Positions)

This part-time and irregularly scheduled position is based on a negotiated and fixed daily rate. No other benefits are provided.

**Please note: This position is based in Kisumu. Housing and relocation costs are not provided.**

Interested and qualified applicants are required to access the complete Application Instructions and Statement of Work at <https://www.peacecorps.gov/kenya/contracts/>

**Failure to follow Application Instructions will result in your Application being rejected.**

1. Applications are accepted by email only at [KE-Recruitment@peacecorps.gov](mailto:KE-Recruitment@peacecorps.gov)
2. Your application email subject line should be “**Back-Up Medical – Your Surname**”
3. Applications that do not meet all requirements will be discarded
4. Attach 1 single file including a combined Cover Letter (describing how you meet the minimum qualifications) and your current CV only
5. Attachment size is limited to 1MB, emails with larger file sizes will be discarded.
6. Attach only Word or PDF files, ZIP/compressed not accepted.
7. Application updates and confirmations of applications received are not provided. If selected for shortlist interview, you will be contacted by phone and/or email
8. Telephone inquiries are not accepted.

**More than one position may be filled with each vacancy announcement.**

**All hires are contingent upon funding availability.**

**Deadline to Apply: 24 March 2022 at 8:00 AM local Kenya time**

## STATEMENT OF WORK

Position	Back-Up Medical Provider
Division/ Department	Executive
Duty Station	Kisumu, Kenya
Reports to	Country Director
Open to	Qualified Kenyan MD Based in Kisumu, Kenya

### POSITION FUNCTION

The required skill level for the back-up provider shall be a licensed medical doctor who will provide clinical care for Peace Corps Volunteers and Trainees in Kenya in the absence of a Peace Corps Medical Officer (PCMO) or assist the PCMO during busy times.

### RESPONSIBILITIES

The back-up provider shall provide direct patient care, referrals to outside medical consultants or facilities, i.e. hospital or emergency department, depending on the specific in-country arrangements, and assist with administrative duties and health education when indicated. The back-up provider shall be available around-the-clock by telephone or be present in the Health Unit. He/she may also be required to provide consultative or prescriptive services to Registered Nurse (RN) PCMOs. Written documentation that describes the consultation with a Trainee or Volunteer, care and treatment prescribed/provided, and diagnoses must be provided to the Health Unit.

### CREDENTIALING

All health care personnel, including former PCMOs, must be credentialed by the Credentialing Committee within the Office of Health Services (OHS).

In order to satisfy this requirement, all prospective providers must submit a current Curricula Vitae (CV), current license and one reference letter from a current clinical colleague to OHS.

The CV must specify all training, work experience, licenses, diplomas and certifications. All periods of unemployment greater than three months should be accounted for.

RNs who have been PCMOs and have maintained CHAM competency, may serve as a back-up provider as outlined in TG 605-Teaching Protocols and Standing Orders for Registered Nurse (RN) PCMOs. If the above criteria is not met, a registered nurse cannot be a back-up primary provider as the position responsibilities fall outside of the RN scope of practice.

Healthcare personnel with outstanding documentation(s) and/or information may be granted provisional clearance if their services are urgently needed by post. Upon receipt of the missing documentation and/or information, recommendation will be changed to full approval. If outstanding documentations are not received within thirty days, clinical privileges will be suspended.

### REQUIRED QUALIFICATIONS

- Graduate of accredited school. MDs must be a graduate of a school listed in this link, Foundation for Advancement of International Medical Education and Research. <https://search.wdoms.org/>
- Current license to practice
- Minimum of 5 years relevant clinical experience in primary care after medical school

- Ability to communicate effectively in oral /written English.
- At least one year experience in managing mental health issues including counseling of patients
- At least one year experience in giving presentations of health related material
- Working knowledge of Microsoft Word, Excel, Access, Outlook, PowerPoint
- Health related administrative experience is preferred
- Experience working in diverse cultural environments
- Willing to travel to sites in rural Kenya
- Ability to work with minimal supervision
- Be willing to undergo a background security investigation.

## **Intelligence Background**

Peace Corps Manual Section 611 is applicable to this position. This section prohibits the employment of certain persons previously engaged in intelligence activities or connected with intelligence agencies within the past 10 years. If you have ever worked for the Central Intelligence Agency (CIA), you are not eligible for employment at the Peace Corps in any capacity, and you should not apply for employment.

Successful applicants will be required to complete a PC-1336 form, or narrative signed statement, indicating whether the applicant has been involved in or has had any connection with intelligence activities or related work and, if so, the nature and dates of his or her involvement. Failure to meet this requirement will result in the applicant being rated ineligible for consideration.

If you have any other type of possible intelligence connection, you will also need to submit this form upon request from the HR representative in order to qualify for an offer.

Except when the CIA or the National Security Agency (NSA) is involved (see below), if your connection with an Intelligence Agency involves an immediate family member who works or has worked in intelligence, the immediate family member should complete the form, not the applicant. Usually relying on memory is sufficient to answer most if not all of the questions.

If you have an immediate family member who works or has worked for the CIA, you should not give them this form to complete. Please contact your relative in person—not by phone, email, social networking, or any other means that is not in person—and ask him or her to contact the Office of General Counsel at the CIA.

If your intelligence connection involves the NSA, you (or, if the connection is with a family member, that person) must contact NSA's Office of the General Counsel at +1 410-854-3910 before submitting this form to Peace Corps.